

**SUSSEX COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
MEETING MINUTES  
MAY 13, 2010**

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There were 11 members/guests in attendance.

Chip Stevenson	Sussex County LEPC
David Mick	Kent County LEPC
William Matsinger	Town of Blades
Ellen Malenfant	DNREC
Joe Hopple	SCEMS
Terry Hastings	ARES
Terry Kauffman	Milford Hospital
Jay Brabson	DNREC
Keith Hines	USCG
Milt Warren	Delmarva TwoWay-Motorola
Nancy Wyatt	DEMA

Chip Stevenson called the meeting to order at 10:00 a.m.

The minutes of the March 11, 2010 meeting were approved.

All attendees introduced themselves.

## **REPORTS**

**Tier II Manager-** Shannon Splittorff from DNREC-EPCRA was unable to attend. A written report from her was read. It is as follows:

Tier II for 2009 reporting year:

We have processed 1705 facility submissions.

There are 96 facilities that have not started Tier II submissions for the 09 RY.

There are 15 facilities that have started Tier II Reports but have not completed them.

There are 73 facility submissions that are complete but we have not received paperwork to process them yet.

We have sent out a 1st and 2nd past due notice to facilities that report online and a 1st past due notice to those facilities that report hard copy.

**Incident Reports-** Tim Cooper of SCEMS filed a written report. It read as follows:

**Hazmat Report**

In house training completed on new medical surge truck on hazmat training days (hazmat team being used for MCI management)

One dispatch for the Hazmat Duty Officer on 5/10/10 reported as a pool building on fire with chemicals.

As it turned out it was a Pole building with no chemicals other than propane.

5 hazmat team members attended the "Survival in the Hot Zone" at the Delaware State Fire School with DNREC on March 29-April 1, 2010.

DEMO/Training with Station 84 March 30<sup>th</sup>.

**DEMA Updates-** Nancy Wyatt from DEMA provided a written report from Art Paul:

**April 9-11 3<sup>rd</sup> Annual Delaware Hazardous Material Conference –** Sponsored by the State Emergency Response Commission (SERC), this annual conference is funded through federal Hazardous Materials Education Planning funds with no cost to the attendees. Approximately 75 registrants attended the Friday evening kick-off dinner and 77/50 attended the Saturday/Sunday training and workshops. The dinner was held at Little Creek Fire Hall and the following two days were at the State Fire School. Workshops and training included Homemade Explosives, Ammonia Response, Highway Cargo Tanks and many sessions on handling and suppressing hazardous material accidents and events. Presenters and trainers were subject matter experts from the area and others who are nationally known for their knowledge and experience. Hands-on training and an exercise were conducted with the full size "Bottoms-up Trailer" that simulated a HazMat incident with a loaded tractor trailer. (Planning for next year's HazMat Conference is the 2<sup>nd</sup> weekend in April, 2011).

**SERC Meeting and DNREC REPORT –** The State Emergency Response Commission met March 10 at the DE State Fire School in Dover and 30 people attended. Minutes were approved and Mr. Ralph Baker's retirement was announced after 14 years on the Commission. Committee reports were given and attendees were given a copy of the entire DNREC Emergency Response Summary. Statistics for the fourth quarter 2009 show the DNREC Emergency Response Team (ERT) responded to 74 incidents. This is compared to 70 responses in the 3<sup>rd</sup> quarter of 2009. The largest number of responses this quarter was from residential heating fuel spills with 18 reported. The next highest number of responses in the 4<sup>th</sup> quarter 2009 was from spills on waterways and marinas with 12. Transportation incidents accounted for the third highest number of

responses with 10 spills and releases from motor vehicle accidents. Of the 10 transportation incidents, 5 involved fuel from the vehicle fuel systems, and 5 incidents involved releases from the material hauled by the vehicle.

#### HMEP Grant Review

The grant amount was \$154,110.00, same as the previous year, and the LEPC sub-grant amounts were approved by the HMEP Grant Administrator based on the obligation and liquidation of the previously awarded sub-grants. The decision was made to sub-grant HMEP training funds to the Fire School to standardize and streamline the distribution of HMEP HazMat training monies.

Delaware Emergency Notification System (DENS) - Several upgrades to the system have been accomplished and there will be a meeting/training for DENS System Administrators and statewide advertising and testing before the end June 2010.

Decon Trailer Updates-Dave Mick, Co-Chairman of the Decon Trailer User's group gave a report. He reported that a Field Decon Unit is in the process of being moved to Lewes Fire Company from Kent County. It will be used to supplement Beebe Hospital's Decon Unit, as needed. That move will place four Field Decon units in Sussex County. The group is also working on standardized statewide dispatch procedures for the FDU's, as well as standard operating procedures and training.

Sussex LEPC Chairman -Chip Stevenson reported on the following subjects:

- He reported on his facility visits. He visited SPI Pharma in Lewes with Jay Brabson. He also visited J.G. Townsend in Georgetown.

- He will be meeting with all new fire chiefs soon to update them on the Tier II information for their district.

- He is in the process of making contacts with members of Seaford Mutual Assistance Group (SMAG).

#### PRESENTATIONS:

Joe Hopple, Education Coordinator for Sussex County EMS, provided a presentation on the EMS Med Surge unit.

He reviewed the EMS Branch of the incident command system as it relates to mass casualty incidents. An overview was provided of each position and its function in the system. A review of basic triage and patient classification was given followed by an overview of the levels of MCI responses in Sussex County. A tour was then provided of Sussex County EMS Med Surge unit and its capabilities.

***NEXT MEETING: THURSDAY, JULY 15, 2010, 10AM AT THE SUSSEX EOC IN GEORGETOWN.***